



# State of Connecticut EXAM ANNOUNCEMENT

## AGENCY PROMOTIONAL EXAMINATION

### DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION CONSERVATION ENFORCEMENT SERGEANT

Employees who would like to apply a previous score to this promotional exam will need to complete the Promotional Examination Score/Application Request [Form CT-HR-26](#) and submit it to the Department of Administrative Services prior to the closing date on the examination announcement. See [General Letter 38](#) for more information.

ANNUAL \$73,272	SALARY	APPLICATION CLOSING	EXAM
SALARY: \$97,470	GROUP: PS 18	DATE: <b>AUGUST 9, 2016</b>	NO: 160560APDJ

#### SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

**PURPOSE OF CLASS:** In the Department of Energy and Environmental Protection, this class is accountable for acting as a working supervisor over conservation, recreation and lake authority law enforcement personnel, enforcing the laws and regulations pertaining to fish, wildlife, parks, forests, boating and the use of department owned or leased land and facilities or for serving as the Training Program Sergeant, overseeing and coordinating law enforcement training and certification activities.

#### MINIMUM QUALIFICATIONS REQUIRED

THIS **AGENCY PROMOTIONAL EXAMINATION** IS OPEN TO ANY **CURRENT** EMPLOYEE OF THE **DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION** WHO BY **AUGUST 9, 2016** HAS PERMANENT STATE STATUS\*, SIX MONTHS SERVICE IN THE **DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION**, AND THE FOLLOWING EXPERIENCE AND TRAINING:

**GENERAL EXPERIENCE:** Six years of experience in the field of wildlife conservation, fish culture, commercial shellfishing, commercial fishing, recreation management, farming, forestry or law enforcement.

**SPECIAL EXPERIENCE:** Two years of the General Experience must have been at the level of Conservation Enforcement Officer or its equivalent.

**SUBSTITUTION ALLOWED:** College training in natural resource management, recreation management, biological sciences, agriculture or law enforcement may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year to a maximum of four years for a Bachelor's degree.

**SPECIAL REQUIREMENTS:** (1) Incumbents in this class are subject to selection and entry standards of the Police Officer Standards and Training Council (POST) pursuant to Section 7-294a – e of the Connecticut General Statutes and the regulations of the Connecticut Police Training Academy. (2) Incumbents in this class are required to maintain certification as a Police Officer in the State of Connecticut and comply with all certification requirements as established by the Connecticut Police Officer Standards and Training Council (POST). Loss of certification will result in removal from this class. (3) Incumbents in this class must be willing to accept assignment or transfer to any region in the state consistent with departmental policies or stipulations. Incumbents in this class must be willing to live aboard a patrol boat for as long as three days without relief and to accept appointment as a Special Police Officer. (4) Incumbents in this class must be willing to work a flexible schedule and accept appointment as a National Marine Fisheries Deputy Law Enforcement Agent and United States Fish and Wildlife Service Law Enforcement Agent in specific areas under administrative control of the Department of Energy and Environmental Protection. Qualification as an instructor in a job related area may be required. (5) Incumbents in this class are required to obtain and retain a standard First Aid certificate and CPR certificate and participate in any job related school training session. (6) Incumbents in this class upon appointment will be required to obtain and retain a current boating safety and personal water craft certification issued by the Department of Energy and Environmental Protection. (7) Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's license.

**PHYSICAL REQUIREMENTS:** (1) Incumbents in this class must have general good health, be free from any disease or injury which would impair health or usefulness and possess and retain sufficient physical strength, stamina, agility, endurance and visual and auditory acuity required to perform all the duties of the class. (2) Applicants are required to pass a physical examination. (3) Incumbents in this class must be able to pass a swim test including swimming 100 yards within four minutes.

**CHARACTER REQUIREMENT:** In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate will be made before persons are certified for appointment.

**WORKING CONDITIONS:** Incumbents in this class may be exposed to considerable danger of injury and discomfort of working outdoors.

**KNOWLEDGE, SKILLS AND ABILITIES:** Considerable knowledge of legal procedures involved in apprehension and prosecution of law violators; considerable knowledge of fishing, shellfishing, hunting, trapping, boating, snowmobiling, parks, forests and recreational laws and regulations; knowledge of law enforcement practices and procedures; basic knowledge of principles of fish and wildlife management; considerable interpersonal skills; oral and written communication skills; ability to utilize computer software; supervisory ability.

#### THE EXAMINATION WILL BE COMPOSED OF:

PART	WEIGHT
EXPERIENCE AND TRAINING	100%

**APPLICATION/EXAMINATION INSTRUCTIONS:** In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above. Make certain your application form clearly details your employment history, including job titles, dates of employment and actual job duties as well as college degrees earned and current licenses and certifications. **THIS MATERIAL WILL CONSTITUTE THE EXAMINATION FOR THIS CLASS.** Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your completed application form is date stamped by DAS/Human Resources or postmarked by **AUGUST 9, 2016**. Mail your application to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, CT 06106-1658 (**Secure Fax #860-622-2910**). **If faxing materials, keep a copy of your completed application form and exam materials and the fax transmittal receipt for your records. Make certain that your application form and exam materials are complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted.** Due to the large number of applications received, we cannot confirm receipt of applications. **Examination scores will be mailed by SEPTEMBER 13, 2016. A separate application form must be submitted for each exam you are applying for.**

**FORMS:** Application forms ([CT-HR-12](#)) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) and at the Department of Energy & Environmental Protection.

*\*For employees in the classified service, permanent status is obtained after successful completion of a working test period. For employees in the unclassified service, permanent status is obtained after serving in a position for at least six months (full time or full time equivalent).*

#### AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, persons with disabilities and military veterans.